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## Government Services

### Program Coordinator Charleston, SC

Perot System Government Services (PSGS) seeks a talented Program Coordinator to support our contract with the National Oceanic and Atmospheric Administration (NOAA) Coastal Services Center (Center) in Charleston, SC. The successful candidate will provide general support for the Coastal Information and Application Services Branch. General support for the branch will include working on the Center's Integrated Ocean Observing Systems (IOOS) projects, Federal Geographic Data Committee (FGDC) projects, the NOAA Data Management Committee, and NOAA GIS Committee activities.

Specific responsibilities will include:

- Organizing a series of IOOS data workshops to be held throughout the U.S.
- Working with the branch chief and senior project staff on developing targeted outreach and communication materials for branch-related activities, including research and analysis.
- Working with the branch chief and senior project staff on annual planning and reporting.
- Staffing the Center's role in the E-Gov Geospatial One-Stop project, NOAA GIS Committee, and on Federal Geographic Data Committee activities.

Desired job skills:

- Ability to multitask and work independently
- Word processing, spreadsheet, and presentation software packages
- ESRI product suite
- Familiarity with coastal and ocean geospatial data

#### About the Coastal Services Center

The Coastal Services Center is part of the National Oceanic and Atmospheric Administration's (NOAA) National Ocean Service. Established in 1994, the Center works with various branches of NOAA and other federal agencies to bring information, services, and technology to the nation's coastal resource managers. For more information, visit the Center's Web site at [www.csc.noaa.gov](http://www.csc.noaa.gov).

**To Apply:** Visit [careers.psgs.com](http://careers.psgs.com)